



THE TOWN OF LOS ALTOS HILLS *California*

PATHWAYS COMMITTEE

Regular Meeting Minutes

May 24, 2021 at 6:30pm

TELECONFERENCE SPECIAL NOTICE

Pursuant to Executive Order N-29-20:

NOTICE OF TELECONFERENCED MEETING

Pursuant to the Governor's Executive Order N-29-20 (dated March 17, 2020), Committee Members may participate via teleconference. Teleconference locations are not open to the public pursuant to California Governor Executive Order N-29-20. For this meeting, there will be no physical location from which members of the public may observe/comment.

Members of the Public may participate and provide public comments to teleconference meetings as follows:

To participate via a computer, visit:

Join Zoom Meeting

Topic: LAH Pathway Meeting

Time: 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89169980073?pwd=TDcwenRXWEpmeVdSUTJWRHZHalVIZz09>

Meeting ID: 891 6998 0073

Passcode: 867443

One tap mobile

+16699009128,,89169980073#,,,867443# US (San Jose)

+13462487799,,89169980073#,,,867443# US (Houston)

Dial by your location Before speaking, please identify yourself by name and where you reside.

Note: All votes shall be made by roll call and individual votes will be stated in the minutes

1. Call to Order (roll call) *Call to order 6:37*

PWC

Bob Elson (BE)

Val Metcalfe (VM)

Laura Bailey (LB)

Richard Partridge (RP)

Alisa Bredo (AB)

Bridget Morgan (BM)

Melissa Dyrdaahl (MD)

Judy & Sonja Absent, AB was a bit late

Residents:

Howard Lee,

Cindy Wenig,

Staff:

Zach Dahl,

CC:

Linda Swan

2. Agenda Review

3. Review & Approval of Minutes of:

- a. April 26, 2021

6/0 approval (BE, VM, LB, RRP, BM, MD)

4. Ex Parte Communications (Written or oral communications with parties relevant to an item on tonight's agenda)

(5) members (BE, AB, VM, RP, LD) spoke to Cindy on Matadero Creek Lane

5. Updates by Town Staff {Public Works (acting): Zach Dahl & Planning: Zach Dahl(ZD)}

- a. CIP Projects approved by City Council (Appendix-A: Additional Information & Appendix-C: Completed Projects)

- i. Redwood Grove

BE has mtg with Los Altos Staff on June 28th to discuss. Donna Legge at LA is point person for mtg. BE asking for staff to also attend

- ii. Altamont Plunge

Staff working on Design Spec, need a month to complete

- iii. La Paloma to Robleda

Next step is Geotech soils report.

- iv. Burne Park Plunge

Neighbors agree to plan for realignment. PLAT map being surveyed and drawn up

- v. 27447 Edgerton Rd(Town extend path along property toward Wallace Stegner Path)

July for survey of property. This is a 2021-22 possible project

- vi. Page Mill, Lupine to Via Feliz

No new action

- vii. Summerhill Rd

BE & LB walked the (3) properties that staff asked PWC to approach with request for possible PW easement. Letters were dropped off at residences. BE has spoken to all three residents. Staff working on Engineering solutions for some parcels

- b. Maintenance-Enforcement-Staff Evaluations (Appendix-B: History on items)

- i. n/a

6. Old Business

- a. Matadero Creek Lane- Report from (5) PWC members and recommendation--**PWC Vote**

BE presented PPT (attached to agenda). BM asked to delay vote so she and others can go over to the property. Five PWC members asked to return to property to evaluate options. Homeowner to meet PWC members at 8:00 on Tuesday May 25th. A vote on PWC recommendation for this property to happen at the June PWC meeting.

7. New Business

- a. New PWC Form to Evaluate Properties (see attachment)- **PWC Vote**

- i. Suggested procedure for PWC evaluations

1. Staff>>VCPWC>>PWCM>>Finished(1wk)>>VCPWC>>>email to Planner, cc Zach & Keren

BM motion & VM 2nd to try form for 3-months to see if it is fine or needs tweaking. Pass 7/0 (BE, VM, AB, LB, RP, BM, MD)

8. On-going Business

- a. Path along South Side of Fremont (along S-curve)

- i. Ciceroni: Asked prop owner to address concerns when BE & JN walked what was proposed-Owner working on reply

- b. Status on GIS MPP release-ZD

Zach encouraged everyone to try new GIS that includes satellite images

- c. Walking Map Audit

- i. PWC marked up Walking Map. Delivered hard copy to Zach 5/19/2021

- ii. When will it be online?

Krista Yost point person on getting the PWC audit notes incorporated into a new GIS walking map. June 9th mtg with Patrick from Lynx.

- d. Marking up GIS to show missing segments per PWC audit. When/how-ZD

Staff asking for FY2021-22 budget of \$25K to help in this work

- e. Pathway Easement Layer on the GIS

- i. PWC looking for direction from Planning /Lynx--ZD

1. Sue Welch has digitized all information in NOTESBOOKS. Zach put these files on his computer, 5/19/2021. Need to separate large PDFs into individual properties.

2. Get this info into an interactive Easement Layer (will show suggestion-- PPT)
3. Populate Layer with documents captured by NOTESBOOKS.
4. Review 'Dead Sea Scrolls' & 'Les Ernest Spreadsheet' for other information and put into layer

The Notebook easement evaluations were digitized by Sue Welch and Zach put them on his hard drive. During town's June 9th meeting with Lynx, staff will pass along easement information and get in the line to have this added to the town's GIS.

9. Property Review (attached)

- a. 12815 Deer Creek Ln
- b. 14330 De Bell Rd
- c. 12355 Hilltop Dr
- d. 26303 Esperanza Dr

BM motion to accept evaluations as presented, MD 2nd, 7/0 vote to accept evaluations as is (BE, VM, AB, LB, RP, BM, MD)

10. Presentations from the Floor *none*

11. Reports from Other Meetings

- a. City Council (BE will attend 5/26 joint meeting to push for Easement Layer and Pathway Funds)
- b. Planning Commission - none

12. Pathway Promotion & Communications

13. Agenda Topics for Next PWC Meeting

- a. ??

14. Adjournment

Adjourned at 8:27

Appendix A

Approved Capital Projects

1) 2018/2019 Funded Projects

- a) Redwood Grove
 - i) *Aug PWC mtg, NB will talk with LA planning*
 - ii) *Sept PEC mtg-NB said LA maintenance Supervisor states this project is not high priority, has liability concerns. NB to talk with Public Works Director*
 - iii) *Oct PWC mtg: NB & staff met with LA PWD & Dave Breeze. LA concerned with managing risk, Long term Maintenance, and making sure LAH pays for the path. NB to write MOU to LA PW. Richard partridge suggested obtaining an easement on the property to address both risk and maintenance.*
 - iv) *Nov PWC mtg: Draft MOU sent to LA CM and PWD. NB to meet LA 2nd week of Dec*
 - v) *Dec PWC mtg: NB to work with Carl Cahill to see how they approach Los Altos, 1st action in Jan*
 - vi) *Jan PWC mtg: NB sent letter to LA Engineer Director. Request conditions to build. Follow-up in one week.*
 - vii) *April, BE talk with Mayor about strategy to approach LA. ZD makes suggestions*

2) 2019/2020 Funded Projects

- a) Altamont Plunge (Design and Construction)
 - i) *Sept-NB sent trail consultant report to PWC members....PWC voted to ask consultant if switchback path could accommodate horses...preferred or else look at cost difference in stairs*
 - ii) *Oct PWC mtg: NB does not think switchback can accommodate horses. NB to get dimensions to AB to see if horses could go up path instead of stairs. Cost estimates: \$12K stairs & \$30K switchback with rock retaining wall. PWC Vote on Design*
 - iii) *AB presented video showing horse can navigate the proposed switchback design. PWC would like NB to move ahead with the switchback & rock retaining wall design. This will allow horses and pedestrians going north on Altamont to both continue north and connect to Vinedo Rd without going into the street*
 - iv) *Dec PWC mtg: NB had hard time getting bids for the switchback path. Ann Duwe suggested "Go Native" a company that works with Mid Pen for trail construction..NB to follow-up*
 - v) *Jan PWC mtg: NB & staff redesigned switchback. Meet with Val & Alisa on site to discuss.*
 - vi) *April PWC mtg: PWC vote to move ahead with switchback design per presentation by BE*
- b) La Paloma to Robleda (Environmental Study and Design)
 - i) *Aug PWC mtg, NB was going to field calls concerning the trail study. Complete*
 - ii) *Sept-ZD says Environmental Study status will be out for public comment by November*
 - iii) *Oct PWC mtg: NB is having trail consultant look at area that is on the La Paloma side, top of stairs, that seems to be a bit slippery. Environmental study is still scheduled to be released*
 - iv) *Nov PWC mtg: ZD could not make the meeting but said environmental study to be public by mid December. NB reported that trail consultant draft design concerning area near the stairs off of La Paloma is on NB desk for review.*
 - v) *Dec PWC mtg: Zach Dahl and Steve Padovan collecting comments on Initial Study and Mitigated Negative Declaration. Will present documents to Planning Commission in January 2021.*
 - vi) *Jan PWC mtg: Planning to present IS and MND to CC at their Feb meeting*
 - vii) *April PWC mtg: Staff preparing scope of work. PWC voted for CIP \$ to fund the eng and const*

3) 2020/2021 Funded Projects

- a) Byrne Park Plunge (\$33K)
 - i) Aug PWC mtg, NB and group to decide redo stairs or move path.... PWC concurs with NB direction to move the path to the easement. NB to bring design to PWC
 - ii) Oct PWC mtg: NB stated that staff is pushing forward with keeping path where it is and working with homeowners to grant a pathway easement over the existing SD easement already in place. NB to bring path design to PWC by Nov mtg.
 - iii) Nov PWC mtg: NB showed proposed path and it is where current path resides. Need to get agreement with homeowner to move easement from north side of their home to the south side, where the path actually is located.
 - iv) Dec PWC mtg: NB will survey the property to see if path can remain in its approximate location
 - v) Jan PWC mtg: NB trying to get surveyors to bid on job
 - vi) Feb PWC mtg: Survey March 2 & 3
 - vii) April PWC mtg: Staff surveys complete and working with homeowners who are receptive to easement and path alignments. PLAT being prepared by town staff.
- b) Edgerton Road Pathway (\$50K)
 - i) BE & AB-Fast track hearing on 9/29/2020. BE sent letter to SP
 - ii) Oct PWC mtg: BE reported that ZD okayed project to move ahead but owner must rough in native path through area where soil was piled onto berm and keep trees off path.
 - iii) Nov PWC mtg: Path has been installed in front of the house at 27447 Edgerton but PWC asked NB if the town could finish the path along the property that takes the path nearly to the Wallace Stegner pathway.
 - iv) Jan PWC mtg: NB to talk with Jacob about town possibly putting in this section
 - v) Feb PWC mtg: NB to evaluate field study
- c) Page Mill from Lupine to Via Feliz (\$60K)
 - i) Sept-NB to have trail consultant look at project and obtain price quote for both on-road and off-road paths
 - ii) Oct PWC mtg: NB reported that trail consultant developing design and quote, S/B ready for Nov PWC mtg
 - iii) Nov PWC mtg: NB reported that contract is signed and trail consultant is looking at this project
 - iv) Jan PWC mtg: NB review of survey maps and markers show that Page Mill is not located in center of ROW. Result is less area on east side of Page Mill to build path in ROW. Need surveyor to define exact area where path can be built.
 - v) Feb PWC mtg: Define scope of work and get survey on the board
 - vi) April PWC mtg: Survey to be complete by June
- d) Summerhill (Increased budget from 2018/2019 of \$80K to \$350K to include some construction)
 - i) ~~(6) parcels built from El Monte to Nichol Lane—Completed Q2 2020~~
 - ii) Sept PWC mtg- NB Finish survey by November and obtain Recommendation from Trail People on path. Construction to start in early Spring
 - iii) Oct PWC mtg: NB reported that survey contract signed and survey to start in early November. NB reported that 2100 lin-ft of new path to be installed. Based on phase-I final cost of \$75/ft, Nichol believes she has enough budget (2100' x \$75/ft = \$160K). BE notes that Phase-I was the easiest of the installations so he believes the Phase-II will be more expensive. Phase-I (\$55K) tracked the algorithm predicted cost of (\$57K). The algorithm predicts a total cost of \$374K.
 - iv) Nov PWC mtg: NB reported that survey work is complete. CAD file to town in December. Next steps and schedule?
 - v) Dec PWC mtg: Survey CAD files to Nichol Bowersox by Dec 23, 2021. NB will have preliminary design by January 2021

- vi) Jan PWC mtg: NB working on preliminary design. Two locations where a standard IIB width does not fit. NB to see what can be squeezed in and report back at Feb PWC mtg*
- vii) Feb PWC mtg: NB believes start before July 2021*
- viii) April PWC mtg: PWC voted to for \$75K dollars extra to finish this path. BE, LB, and CG to meet with (3) homeowners where it would be helpful to gain extra pathway easement*

Appendix B

HISTORY

Maintenance - Enforcement Issues – Staff Evaluations

- i. Blocked Paths-Enforcement Issue
 - 1. 28545 Matadero Creek –Zach
 - a. Oct PWC mtg: ZD said code enforcement is on it. ZD has read history and believes opening will take some work
 - b. Nov PWC mtg: Homeowner (Cindy sp?) spoke at meeting. She is willing to meet at property with town staff and PWC.
 - 2. Connection between Oak Knoll and Dawson Drive-ZD
 - a. Nov PWC mtg: SP of Planning suggested PWC furnish data to support opening
- ii. Maintenance
 - 1. Arastradero to Saddle Court (signage and reduce side slope)
 - a. *Nov PWC mtg:* NB spoke with homeowner in area. Signs to be added. What about side slope?
 - 2. Via Ventana to Matadero Creek:
 - a. Sept PWC mtg: NB engaged Trail Consultant and met with neighbor and staff at site. NB to have area surveyed. Perhaps move path to adjoining easement and away from fence.
 - b. Oct PWC mtg: NB signed survey contract. Survey to be completed in November. With survey, Sophia (trail consultant) to suggest path design
 - c. Nov PWC mtg: Survey end of Nov or early Dec. With survey, Sophia is engaged to suggest best design
 - d. *Jan PWC mtg: Sophia to produce a design. NB suggest PWC ask for CIP money for this project*
- iii. Staff Evaluation
 - a. 27820 Saddle Court- NB (Can the easement be moved closer to the fence line?)
 - iii. Oct PWC mtg: Depends on how set the area near the drainage swale becomes in winter
 - b.

Appendix C

Items Completed

2018/2019 CIP Projects

Fremont-Estacada: Completed Q2 2020

2019/2020 Funded Projects

Natoma link to Elena (Poor Claire's): Completed Q2 2020

Westwind Barn to Central (Design and Construction): Completed Q2 2020

Maintenance

Fran Path (Fix wet path and delineate path): Completed Q4 2020

East to West Sunset off-road (off road alignment, signage, and maintenance): Complete Q1 2021